

 <p align="center"><b>Financial Assistance Award</b></p> <p align="center"><b>DENALI COMMISSION</b>  <b>510 L Street, Suite 410</b>  <b>Anchorage, Alaska 99501</b>  <b>(907) 271-1414 (phone)</b>  <b>(907) 271-1415 (fax)</b>  <b>www.denali.gov</b></p>		<b>Award Number</b>	01060-00		
		<b>Award Title</b>	First Alaskans Youth Leadership		
		<b>Performance Period</b>	April 1, 2009 through December 31, 2012		
<b>Authority</b> 112 Stat 1854		<b>CFDA Number</b> 90.100		<b>Recipient Organization &amp; Address</b> First Alaskans Institute 606 E Street, Suite 200 First Alaskans Institute Anchorage, AK 99501  <b>Phone:</b> (907) 677-1700 <b>Recipient DUNS #</b> 102342889 <b>TIN #</b> 920174854	
<b>Denali Commission Finance Officer Certification</b>		Jennifer Price 02/18/2009			
<b>Cost Share Distribution Table</b>					
Accounting Code	New Funding		Prior Period Funding		Total
	Denali Commission	Other Contributors	Denali Commission	Other Contributors	
95670000AL	\$230,000.00		\$0.00		\$230,000.00
	\$0.00		\$0.00		\$0.00
	\$0.00		\$0.00		\$0.00
	\$0.00		\$0.00		\$0.00
	\$0.00		\$0.00		\$0.00
First Alaskans Institute		\$55,304.00		\$0.00	\$55,304.00
Employer Contribution		\$60,000.00		\$0.00	\$60,000.00
		\$0.00		\$0.00	\$0.00
		\$0.00		\$0.00	\$0.00
		\$0.00		\$0.00	\$0.00
<b>Total</b>	<b>\$230,000.00</b>	<b>\$115,304.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$345,304.00</b>
This Financial Assistance Award approved by the Federal Co-Chair of the Denali Commission constitutes an obligation of federal funding.					
<p>This document establishes the Scope of Work for the financial assistance award in the amount of \$230,000.00 made by the Denali Commission (hereinafter referred to as the Commission) to the First Alaskans Institute (First Alaskans).</p> <p>First Alaskans will fund 28 participants from rural communities to participate in a Leadership Internship Program that will lead to building sustainable rural communities through leadership development and employment opportunities.</p> <p>First Alaskans Leadership Institute will prepare young Alaskans for employment and public policy placements through leadership development training throughout Alaska by focusing on key areas where employment opportunities exist in health, energy, economic development, communications, and education.</p> <p>Program goals will be met by developing relationships and leveraging funds with potential employers throughout the state and by long-term tracking and connections with program participants.</p>					
<b>Signature of Authorized Official - Denali Commission</b>		<b>Typed Name and Title</b>		<b>Date</b>	
Electronically Signed		George Cannelos Federal Co-Chair		02/17/2009	

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## AWARD CONDITIONS

### 1. Scope of Work

This document establishes the Scope of Work for the financial assistance award in the amount of \$230,000.00 made by the Denali Commission (hereinafter referred to as the Commission) to the First Alaskans Institute (First Alaskans).

First Alaskans will fund 28 participants from rural communities to participate in a Leadership Internship Program that will lead to building sustainable rural communities through leadership development and employment opportunities.

First Alaskans Leadership Institute will prepare young Alaskans for employment and public policy placements through leadership development training throughout Alaska by focusing on key areas where employment opportunities exist in health, energy, economic development, communications, and education.

Program goals will be met by developing relationships and leveraging funds with potential employers throughout the state and by long-term tracking and connections with program participants.

First Alaskans intends for the Leadership Institute to become sustainable by requesting partner organizations to begin a gradual process of institutionalizing an internship program within their respective organizations.

Matching funds from First Alaskans total \$115,304.00; First Alaskans will contribute \$55,304.00 which amounts to 24% of the total program delivery. First Alaskans has implemented a sliding scale contribution schedule for employer partners to help offset the cost of the Leadership Institute on an annual basis. The employer contribution will increase from 25% to 100%, based on the number of years an employer participates in the program. For this performance period, First Alaskans estimates that 30 employers will contribute \$2,000 each totaling \$60,000.

All Commission funding is intended for use for the scope of work identified in the Award document only. Any balance of funds remaining after the full scope of work has been completed will be returned to the Commission.

### 2. Milestones

The following milestones are identified as the major steps to be completed as part of the project. "Planned" dates for the first milestone are included here. As part of each progress report, recipients shall update the progress toward meeting these milestones (see section 7, Reporting).

Milestone	Planned Start Date	Planned End Date	Actual Start Date	Actual End Date	Units	Total Cost at Completion
In-Progress	04/01/2009	12/31/2012	mm/dd/yyyy	mm/dd/yyyy	nn	\$
Project Close-out	01/01/2013	03/31/2013	mm/dd/yyyy	mm/dd/yyyy	nn	\$

### 3. Award Performance Period

The Award performance period is April 1, 2009 through December 31, 2012. This is the period during

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which Award recipients can incur obligations or costs against this Award.

#### **4. Direct and Indirect Costs**

The cost principles of OMB A-122 are applicable to this Award. Indirect costs up to 5% are allowable under this Award. Please refer to the cost principles regulations for specific details on other allowable charges under this Award.

#### **5. Budget and Program Revisions**

The Administrative Circular 2 CFR Part 215 (formerly OMB A-110), applies to this Award. Please refer to the Administrative Circular for specific details on revisions to this Award. The Administrative Circular requires that First Alaskans will inform the Commission in writing (e-mail, letter, or report) at the earliest possible date of any unanticipated project cost overrun, project schedule delays, or changes in the project scope or changed site conditions.

#### **6. Payments**

Payments under this Award will be made by electronic transfer in response to a "Request for Advance or Reimbursement", Standard Form 270 (SF-270) submitted by the First Alaskans. Requests for reimbursements may be made as needed. The SF-270 must be submitted to the Commission via fax, e-mail ([finance@denali.gov](mailto:finance@denali.gov)) or mail in order for payment to be processed. The form is available on the OMB website: [http://www.whitehouse.gov/OMB/grants/grants\\_forms.html](http://www.whitehouse.gov/OMB/grants/grants_forms.html). Payments shall be made in accordance with 2 CFR Part 215. Please contact the Commission's Finance Specialist at (907) 271-1414 for further information about submitting this form. No interest will be accrued on these funds.

#### **7. Reporting**

Three forms of project reporting are required under this Award, listed below. First Alaskans shall submit reports using the Commission's on-line Project Database System, available at <http://www.denali.gov/>. If there are technical limitations which may prevent the recipient from meeting this requirement, please contact the Program Manager listed in this agreement.

a. Progress Reports shall be submitted on a quarterly basis. The first reporting period is April 1, 2009 to June 30, 2009 and quarterly thereafter. Reports are due within 30 days of the end of the reporting period. Progress reports shall include the following:

i. Total project funding, including both Commission funding and other project funding sources.

ii. The total project expenditures for the project as of the end of the reporting period, including both Commission and Other funding sources.

iii. Updated schedule and milestone information as identified in the Scope of Work

iv. Narrative summary of the project status and accomplishments to date, and address the following questions: is the project on schedule, is the project on budget, and what actions are planned to address any project problems.

v. For minor repair and renovation projects or other non-construction projects, pictures should be provided that are representative of the funded activity, to the extent possible. Photos shall be provided in a digital format as part of the on-line report. A short description of the activity and names of those in the photos shall also be provided.

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b. Federal Single Audits shall be submitted annually, when required. In accordance with OMB Circular A-133, which requires [subpart 200] "Non-Federal entities that expend \$500,000 or more in a year in Federal awards shall have a single or program-specific audit conducted for that year in accordance with the provisions of this part [subpart 205]. The determination of when an award is expended should be based on when the activity related to the award occurs."

Recipients shall also submit single audits to the Federal Clearinghouse as designated by OMB. Information can be found on the following web-site: <http://harvester.census.gov/sac/>

c. In addition to reporting quarterly, First Alaskans shall meet twice annually with the Commission to report and discuss lessons learned, community and regional collaboration, job connectivity and specific measurements/outcomes that are currently implemented.

## **8. Project/Award Close-Out**

The project close-out report shall be completed within 90 days of the end of the Award performance period or within 90 days of the completion of the project, whichever is earlier. Recipients must also draw down any remaining funds for expenditures incurred under this award during this 90-day period.

The project close-out report shall be submitted on-line through the Commission's on-line Project Database System, available at <http://www.denali.gov/>. The project close out will require the recipient to submit the following information:

- a. Final data for each item listed in paragraph 7(a) "Progress Reports"
- b. Narrative summary of the project status and accomplishments to date, and address the following questions: explanation of budget, scope and timeline variances, summary of lessons learned and a success story.
- c. Acknowledgement of support: For all non-construction projects, the Award recipient shall include an acknowledgement of the Government's support for the project(s) developed under this Award. The format for acknowledgement of the Government's support for non-construction awards will vary with each award and must be agreed upon between the Award recipient and the Commission Project Manager. Costs associated with this requirement shall be paid out of the project funding received by the Award recipient from the Commission.

## **9. Public Policy Laws and Assurances**

Award Recipients are required to comply with the public policy laws and assurances on Standard Forms SF 424b. Some of the laws are highlighted below for your reference.

To the maximum extent practicable, considering applicable laws, Funding Recipients shall accomplish the project contemplated by the Award using local Alaska firms and labor.

No portion of this award may be used for lobbying or propaganda purposes as prohibited by 18 U.S.C. Section 1913 or Section 607(a) of Public Law 96-74.

Project level environmental reviews in accordance with the National Environmental Policy Act (NEPA) and the National Historic Preservation Act (NHPA) are required for each project undertaken with Denali Commission funds.

## **10. Non-Compliance with Award Conditions**

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Recipients not in compliance with the terms and conditions of this Financial Assistance Award will be notified by the Commission. The Commission will work with the recipient to identify the steps necessary to bring them back into compliance, and will establish an appropriate time frame for the corrections to be made. If the corrections have not been made by the deadline, the Commission reserves the right to either suspend or unilaterally terminate the Financial Assistance Award for non-performance.

#### 11. Program Manager, Financial Manager & Other Contact Information

Denali Commission	First Alaskans Institute
Karen Johnson Program Manager 510 L Street, Suite 410 Anchorage, AK 99501 Phone: 907-271-3036 Fax: 907-271-1415 E-mail: <a href="mailto:karenj@denali.gov">karenj@denali.gov</a>	Memry Dahl Leadership Development Coordinator 606 E Street, Suite 200 Anchorage, AK 99501 Phone: 907-677-1706 Fax: 907-677-1780 Email: <a href="mailto:memrydahl@firstalaskans.org">memrydahl@firstalaskans.org</a>
Mariah McNair Grants Specialist 510 L Street, Suite 410 Anchorage, AK 99501 Phone: 907-271-2367 Fax: 907-271-1415 E-mail: <a href="mailto:mmcnair@denali.gov">mmcnair@denali.gov</a>	Tracy Craig Financial Contact 606 E Street, Suite 200 Anchorage, AK 99501 Phone: 907-677-1708 Fax: 907-677-1780 Email: <a href="mailto:tracycraig@firstalaskans.org">tracycraig@firstalaskans.org</a>